## **East Portland Neighborhood Office**

Description of your mission and major work focus;

The mission of EPNO is to support and expand community involvement in the East Portland area. To further the mission, we support the operation and projects of 13 neighborhood associations. EPNO assists neighborhood associations with organizational assistance, management of mailing & email lists, meeting and event notification, records management, and financial support. New neighborhood association board member orientation and training are also provided. EPNO provides staffing support for the district-wide East Portland Neighborhood Chairs Advisory Committee and East Portland Neighbors, a non-profit neighborhood corporation. There are also three ongoing issue committees that EPNO assists, Land Use, Parks, and Partners for a Safe & Livable East Portland.

In addition to the direct support of the volunteer groups, EPNO produces a quarterly, district-wide newsletter and assists with neighborhood cleanups. It also supports National Night Out events and other neighborhood projects such as Lents Founders Day, candidate forums, and public safety forums.

Description of the specific programs/services funded through ONI contract dollars or general fund, including number of FTE for each program or service area;

The funding from ONI supports the general neighborhood program. It supports a Director (0.75 FTE) and a Neighborhood Assistant (0.8 FTE).

Updates on how any additional dollars received in FY06-07 (i.e. Grants, Communications, DCL, etc...) are impacting your program/service area; and

Insurance Funds: \$5,056: This allowed the purchase of Directors & Officers insurance for the neighborhood associations and paid over half of this year's <u>increase</u> in general liability insurance.

Communication Funds: \$19,335: This has allowed us to update our all-address mailing lists for the neighborhoods. We have also hired outreach staff that is currently doing an assessment of needs and projects in the neighborhoods. In the next couple months, we will decide which outreach projects are feasible to do this year and begin work.

Neighborhood Small Grants: \$35,642: We are currently in the process of deciding on the first round of grant recipients. We will be accepting applications for a second round of grants in January. This program provides an incentive to put those great ideas down on paper and make contact with possible partners. So often the barrier of fundraising in addition to the volunteer hours spent on a community project keeps people from pursuing a project. This removes that barrier. We have a number of interesting proposals in this first cycle of the grants. I expect this to be a great capacity building tool.

In an ideal world what services or programs would you be implementing

- The continuation and expansion of the Neighborhood Small Grants program.
- Additional staff capacity to assist neighborhoods expand their volunteer capacity, to strengthen connections with other community organizations, and to help bootstrap community projects.